

**Regular Meeting
of the Town Of Ignacio Board of Trustees
Wednesday, January 21, 2015**

I. CALL REGULAR MEETING TO ORDER: PLEDGE OF ALLEGIANCE AND ROLL CALL

Mayor Stella Cox called the Regular Meeting to order at 7:00 p.m. **Trustees Present:** Mayor Protem Alison deKay, Lawrence Bartley, Edward Box, III, Thomas Atencio, Dixie Melton and Cecilia Robbins. **Staff:** Lee San Miguel, Town Manager; Georgann Valdez, Town Clerk; Lisa Rea, Town Treasurer; Kirk Phillips, Chief of Police, Dan Naiman, Community Development Coordinator; David Liberman, Town Attorney and James Brown, Public Works Director. **Audience:** Carol McWilliams from Pine River Times, Phil Allsopp and Rod Eaves from Smart Pad Living, Lana Jo Chapin, Bruce Valdez and Chuck Farago from SUIT Growth Fund, Anita Mestas, Richard Olguin, Karen Iverson from Regional Housing Authority, Roger Zalneraitis from La Plata County Economic Development Alliance and Eileen Wasserbach from SUCAP.

II. PUBLIC COMMENT: NONE

III. PRESENTATION: SMART PAD LIVING: Phil Allsopp Co-Founder and Co-Manager of Smart Pad Living gave an hour long presentation on Advanced Prototype Dwellings emphasizing healthier active living using cross-laminated timber. A majority of the audience left following the presentation.

IV. APPROVAL OF MINUTES: Mayor Cox requested name titles added to Board and Staff members. Mayor Protem deKay moved to approve the minutes of December 17, 2014 and January 7, 2015 with changes. Trustee Box seconded. The motion passed by unanimous voice vote.

V. UNFINISHED BUSINESS:

Agenda Items for Joint Meeting with SUIT Tribal Council February 4, 2015 at 6:00 p.m. will be Raw Water Right of Way; Utility Mutual Aid Agreement and Jurisdiction Agreement. The Board discussed and agreed the joint meeting will serve as their regular Board meeting. The agenda will be posted following confirmation of the location from SUIT.

VI. NEW BUSINESS:

A. Resolution 01- 2015 E-911 Rate. Trustee Atencio moved to adopt Resolution 01-2015 retaining the current monthly rate of surcharge (1.30) applicable to the provision of E-911 services for the year 2015. Mayor Protem deKay seconded. The motion passed by unanimous voice vote.

B. Resolution 02-2015 – Designation of Public Posting Location for posting meeting notices for the Town of Ignacio for the 2015 Calendar Year. Mayor Protem deKay

moved to adopt Resolution 02-2015 designating the public posting locations for posting meeting notices for the Town of Ignacio, Colorado for the 2015 Calendar year to be the Town Hall, the Ignacio Post Office, the Ignacio Public Library and the Town's Website. Trustee Box seconded. The motion passed by unanimous voice vote.

- C. Approval of Installation of the Guardrail on El Paso Hill:** Mr. San Miguel explained the Traffic Safety Study conducted by Stolfus & Associates identified a roadside hazard on El Paso Hill. There is a section of the guardrail missing as a result of excavation work done at the foot of the hill. CDOT has informed staff that Gonzales Construction Company is the only qualified company that can install guardrails along slopes and recommend contracting Gonzales to do the needed guardrail work for the Town. Staff received the cost estimate in January, 2015. While Gonzales is working on the guardrail on El Paso Hill, we would like additional work done on the guardrail on Candelaria Drive at the intersection with Quiches Hill Avenue and near the turn on Becker Hill. The cost estimate we have received from Gonzales is \$6,945 which would come from the Streets repair line item. Mayor Cox asked if the Town's Finance Officer, Lisa Rea had been consulted.

Board Members questioned why this was not in the 2015 budget. Mr. San Miguel explained the cost was not known at the time the budget was being prepared, although the study was complete in 2014. Finance Officer Lisa Rea explained there is \$40,000 in Street repairs and she was not made aware of the project or the cost till this month. The \$40,000 is still needed for street repairs, and we can't spend \$7000 less for the anticipated work. So this \$6,945 is an additional cost that was not budgeted and will have to be part of the Supplemental Budget for 2015. Trustee Atencio felt this should have come before the Board prior to the work being scheduled, because the amount exceeds the Town Manager's authorization. Ms. Rea stated the project was anticipated and should have been part of the 2015 Budget and the cost could have been estimated. Mr. Brown explained this study was done in 2013, and the work was anticipated, but that El Paso Hill was not stable enough to do the work before now. Ms. Rea explained the \$40,000 in Street repairs is anticipated from Overweight Permits. Trustee Atencio questioned if the contractor was bonded. Staff will confirm this. Mayor Cox asked if the Town needed to bid the project out. Mr. Brown said Gonzalez is the only contractor qualified to the work to CDOT standards; and the contractor will have to be scheduled. **Mayor Protem deKay moved to approve the installation of guardrail on El Paso Hill and the additional guardrail work needed, pending confirmation that the contractor is bonded. Trustee Bartley seconded. If the contractor is not bonded, and the bid comes in different than first quoted, Board must give approval. The motion passed by unanimous voice vote.**

- D. Appoint RHA Board Representative:** Mayor Protem deKay moved to appoint Mr. San Miguel as Representative to Regional Housing Authority. Trustee Melton seconded the motion. **The motion passed by unanimous voice vote.** There was a brief discussion regarding Mr. Dan Naiman attending the meetings.

- E. Appoint Region 9 Representative:** Trustee Melton moved to appoint Dan Naiman as Representative to Region 9. Trustee Box seconded the motion. The motion passed by unanimous voice vote.
- F. Accept Margaret Manzanarez's resignation to Planning Commission.** Trustee Atencio moved to accept Margaret Manzanarez's resignation to Planning Commission. Mayor Protem seconded. The motion passed by unanimous voice vote. The vacancy will be announced in the newsletter.

VII. TRUSTEE REPORTS:

- A. Police Report:** Mayor Protem deKay asked if their First Aid/CPR class was scheduled. No dates were known. Trustee Atencio asked if IPD would be available for funeral escort. The closure of the Sidekick was questioned. Mr. San Miguel said it was negotiated following an investigation and a violation. Trustee Atencio asked if the violation warranted revocation of the license. Other Board members recalled that if another violation occurred, the issue would be revisited. Town Clerk Georgann Valdez stated the investigation was ongoing at the time of the license renewal. Town Attorney David Liberman explained there are a State Licensing Authority and a Local Licensing Authority (Town Board). Generally to revoke a license, the Licensee is given a notice of a hearing.
- B. Public Works:** The new Zircon has been delivered. The newly trimmed tree will be watered and fertilized in the spring, per the arborist's recommendation.
- C. Treasurer:** Mr. Brown's frequent trips to Home Depot were addressed; ordering in bulk, suppliers, the Purchasing policy and who approves purchase orders was discussed.
- D. Planning:** Mr. Naiman presented a rough draft of the Downtown Design Guidelines to the Planning Commission and the Board, and is requesting comments. The changes are meant to simplify qualifications along Goddard. The Downtown Design Committee was eliminated as this review was redundant. The document is 90% complete and he would like feedback from the Board before he presents a Final Draft.
- E. Town Attorney:** Mr. Liberman is working on the Sales Tax issue with the SUIT; Sewer Bond Assumption is complete; working with Staff on meetings and subjects of Executive Sessions and working with CIRSA on the pending law suit.
- F. Town Manager:** Have been working with Smart Living Pad; working with Richard Olguin regarding his property and the acceleration /deceleration lanes to assist in the sale to Family Dollar and further development. Mayor Protem asked if there were any grants to assist with this. Mr. San Miguel said Region Nine may have some grants. Farmer's Fresh foundation is nearing completion. Subway is expected to be open soon. Mr. Naiman spoke with the owner and they expect to start moving in their equipment this week. Inspections are needed and licenses and permits fees are yet to be collected. A letter was sent to the new property owner at 335 Goddard Avenue regarding her occupying the property before the January 17 date that the Mixed Use Ordinance would become effective.

VIII. TRUSTEE REPORT: Trustee Melton spoke to Mayor Cox earlier in the week because she had some concerns regarding Public Comment and how last meeting went. She got guidelines from the School District's Administrative Assistant Janet Reinhart on how they handle Public Comment. She would like the Board to read this and see if a statement to include the speakers' decorum and need to be courteous and respectful to one another be added to the Public Statement read at the beginning of each meeting. She requested it be placed on the Agenda to be approved at the next regular Board meeting. Ms. Anita Mestas asked the February 4 meeting be published in the Town Newsletter.

IX. EXECUTIVE SESSION:

- A. Seek Legal Advice under C.R.S. Section 24-6-402(4)(b) to Discuss Town Manager Contract:** Trustee Melton moved to go into Executive Session to seek legal advice under C.R.S. Section 24-6-402(4)(b) to discuss the Town Manager Contract. Trustee Robbins seconded. The motion passed by unanimous voice vote. The Regular meeting was closed at 9:22 p.m. The Executive Session was held for the purpose previously stated. No action followed the Executive Session. The Executive Session concluded at 10:00 p.m.
- B. Discussion of Personnel Matters under C.R.S. Section 24-6-402(4)(f):** Mayor Protem deKay moved to go into Executive Session to discuss a Personnel matter under C.R.S. Section 24-6-402(4)(f) to discuss the Google Drive Update. Seconded by Trustee Box. The motion passed by unanimous voice vote. The Regular meeting was closed at 10:04 p.m. The Executive Session was held for the purpose previously stated. No action followed the Executive Session. The Executive Session concluded at 10:46 p.m.

Mayor Protem deKay moved to postpone the next topics of Executive Session for a later date due to lateness of the hour. Trustee Box seconded. The motion passed by a vote of 5-2 with Trustee Atencio and Trustee Robbins voting no. Following a brief discussion the Board agreed to continue the Executive Session to discuss Budget Review – Excessive Overtime and Town Manager Concerns on Monday January 26th at 6:00 p.m.

- X. ADJOURNMENT:** Being no further business before the Board, Mayor Cox adjourned the meeting at 10:55 p.m. The next regular meeting will be February 4, 2015, at 7:00 p.m. at the Sky Ute Casino (Joint Meeting with Tribal Council).

Stella Cox, Mayor

Date

Attest: Georgann Valdez, Town Clerk